

ATTORNEY OR PARTY WITHOUT ATTORNEY (NAME, STATE BAR # AND ADDRESS):     TELEPHONE NO. _____ FAX NO. (Optional) _____ EMAIL ADDRESS (Optional) _____ ATTORNEY FOR (NAME): _____	FOR COURT USE ONLY
<b>Superior Court of California, County of Sacramento</b> 720 Ninth Street, Room 102 Sacramento, CA 95814-1380 Website: <a href="http://www.saccourt.ca.gov">http://www.saccourt.ca.gov</a>	
PLAINTIFF/PETITIONER:  DEFENDANT/RESPONDENT:	CASE NUMBER:
<b>LIMITED CIVIL CASE STATUS MEMORANDUM</b>  <b>This form is to be filed ONLY if the case is at issue. Stipulations to arbitration and/or mediation on Limited Civil cases shall be submitted on Local Form CVIE-203.</b>	
<input type="checkbox"/> <b>CASE STATUS MEMORANDUM</b> <input type="checkbox"/> <b>COUNTER CASE STATUS MEMORANDUM</b>  <input type="checkbox"/> Not At Issue Specify: _____ _____	
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> <b>SHORT CAUSE TRIAL</b>            (Any trial lasting 5 hours or less)         </div> <div style="width: 45%;"> <input type="checkbox"/> <b>LONG CAUSE TRIAL</b>  <input type="checkbox"/> Jury Trial      <input type="checkbox"/> Non-Jury Trial  <i>(If a jury trial is requested, a non-refundable jury fee is required pursuant to CCP 631(b).)</i>            Estimated time for trial _____  <input type="checkbox"/> Is Preference Claimed?            Cite Code: _____         </div> </div>	
<b>ARBITRATION</b>  <input type="checkbox"/> Plaintiff elects to refer this case to judicial arbitration.  <input type="checkbox"/> The case is suitable for arbitration. Specify: _____ _____  <input type="checkbox"/> The case is NOT suitable for arbitration. Specify: _____ _____  <input type="checkbox"/> Discovery to remain open 30 days from the date ordered into Arbitration/Mediation.	

**LIMITED CIVIL CASE STATUS MEMORANDUM**  
**Proof of Service**

1. I am **over 18** years of age and **not a party to this action**. I am a resident of or employed in the county where the mailing took place.
2. My residence or business address is: \_\_\_\_\_  
\_\_\_\_\_
3. On (date): \_\_\_\_\_ I mailed from (city and state): \_\_\_\_\_  
the Limited Civil Case Status Memorandum for Case # \_\_\_\_\_
4. I served the documents by enclosing them in an envelope and (check one):
  - ☐ a. **depositing** the sealed envelope with the United States Postal Service with the postage fully prepaid.
  - ☐ b. **placing** the envelope for collection and mailing following our ordinary business practices. I am readily familiar with this businesses practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in a sealed envelope with postage fully prepaid.
5. The envelope was addressed and mailed as follows *(please include the person's name and address where item was sent)*:

I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Type or Print Name of Person Completing This Form)

\_\_\_\_\_  
(Signature of Person Completing This Form)